

**Liverpool Methodist District
Property/Non-Personnel Application**

Church/Circuit Name..... **Circuit Number**.....

Property Consent Scheme Number (where appropriate)

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Section A

General information

1. Title of project

2. Please give a brief outline of what you want to do, why you believe it is needed and the purpose of the grant. Please refer to other relevant activities in your area. *If Project Purpose tab on Consent Website is fully completed then please copy and paste here.*

Financial Information

3. Grants – new and existing – and project cost

If Project Summary tab on consent website is fully completed then please copy and paste here.

	(20__ / __)
a) This Application Amount applied for	
b) Circuit Model Trust Fund Grant applied for / approved	
c) Other grants applied for (please specify sources)	
d) Existing grants for this project (please specify sources)	
Total Grants	
e) Funded from own resources (specify source)	
Total cost	

If project is to be completed in phases, where there is a possibility that future phases might be delayed, please contact grants officer for advice.

4. For applications by churches, please complete the following: -

General church funds (all unrestricted funds)	
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Restricted church funds (plus details of permitted use)	
Existing commitments from these church reserves	
Most recent set of examined church accounts and a copy of the church reserves policy must be attached	

You will need to obtain the information below from your circuit treasurer:

Total of all general funds in circuit's own accounts	
Circuit Model Trust Fund balance	
Existing commitments from CMTF <ul style="list-style-type: none"> a) Property schemes b) Ministry projects c) Other purposes 	
Up-to-date circuit reserves policy must be attached	

5. For applications by circuits, please complete the following

Total of all general funds in circuit's own accounts	
Circuit Model Trust Fund balance	
Existing commitments from CMTF <ul style="list-style-type: none"> a) Property schemes b) Ministry projects c) Other purposes 	
Up-to-date circuit reserves policy must be attached	

6. Project compliance The Liverpool District Mission Plan (to be completed in all cases)

Section B

Confirmations and Checklist

For church projects:	
Email address of project contact	
Date of church council on which project approved	
Date of circuit meeting on which project approved	
Up-to-date set of church accounts attached (or charity no.)	
Church and circuit reserves policy documents attached	
For circuit projects:	
Email address of project contact	
Date of circuit meeting on which project approved	
Circuit charity number	
Circuit reserves policy attached	

Completed application form, together with required attachments, to be emailed to:
helen.jobling@methodist.org.uk

District Grants Officer: Helen Jobling 07986105061